



CEMETERY COMMITTEE MINUTES

April 23, 2014

3:30 pm

ROOM C

AUDREY P. BECK BUILDING

Present: Rudy Favretti, Barry Burnham, Win Hawkins, Mark Mogayzel, Jane Reinhardt,

Staff present: John Carrington (Director of Public Works), Cherie Trahan (Director of Finance), Mary Stanton (Town Clerk), Mary Landeck (Sexton),

Chair Rudy Favretti called the meeting to order at 3:30 p.m. and introduced the Director of Finance Cherie Trahan.

1. Discussion of Finances

Ms. Trahan discussed the Cemetery Fund balance noting that due to a decrease in investment revenues the fund is close to falling below the \$250,000 amount required by the 1993 agreement with the Mansfield Union Burial Corporation. The proposed Town Manager's FY14/15 budget contributes \$36,000 to the fund. Committee members reviewed the 2013 and 2014 expenditure details with the Director. Ms. Trahan noted that she will continue to update the Cemetery Committee on investment revenues and expenses at their regular meetings.

Committee members thanked the Finance Director for bringing this issue to their attention.

2. Budgeting

- Mowing

Mr. Favretti distributed suggested mowing guidelines which will maintain the cemeteries while lowering the overall cost of maintenance. Committee members agreed with the schedule as amended. The Director of Public Works will send a copy of the schedule to the mowing vendors.

- Maintenance/Fall and Spring Clean-ups

By consensus the Committee agreed that biannual clean-ups are important to the continued maintenance of all cemeteries.

- Restoration

Members discussed the ongoing restoration of damaged stones and agreed to wait until their June meeting before committing to additional repair work. Committee members agreed that waiting too long would be more costly.

- Snow Plowing

Mr. Carrington agreed to review the possibility of the Public Works Department taking over the snow plowing duties at the Mansfield Center and Gurley Cemetery with the caveat that plowing would take place the next day or shortly after a storm. Arrangements could be made by the Sexton if there

is a funeral scheduled. The Director of Public Works will report back at the next meeting.

- Sexton Duties

Members agreed that the Sexton should continue with the work she is doing.

- Cost of Plots

After reviewing the information on the cost of plots in area towns provided by the Sexton, the Committee agreed, with the Finance Director's concurrence, that an increase is neither warranted nor would it make an impact on the budget.

Ms. Trahan will update the Finance Committee regarding the discussion of the Cemetery Committee. Mr. Favretti offered to attend the Finance Committee meeting, if needed.

3. Update on Jacobs Cemetery Damage

- The insurance money has been received by the Town and the repair work is being scheduled.

The meeting adjourned at 4:28 p.m.

Mary Stanton, Town Clerk